

HAMPTON PLANNING BOARD APPLICATION

Application for:*(Choose one)*

Site Plan Review

Subdivision

Minor Lot Line Adjustment

Condominium Conversion

Type of Hearing:*(Choose one)*

Preliminary Consultation

Design Review Public Hearing

Public Hearing

Please submit Eight (8) copies of the application and plans. Please complete this form along with the accompanying Submittal Checklist. All applicable items must be submitted by the submission deadline for consideration.

Name of Applicant: _____ (phone) _____

Address _____ City/Town _____ Zip code _____

Email Address: _____

Owner of Record and address if different from applicant: _____

Address _____ City/Town _____ Zip code _____

Complete address of Property for Application:

Address _____ City/Town _____ Zip code _____

Leased Land: Is this property now or was this property ever leased land? ____ Yes ____ No (If yes, please attach a copy of the original Deed from the Town and schedule an appointment with the Town Planner).

Name of person/firm that designed the plan: _____ (phone) _____

Address _____ City/Town _____ Zip code _____

Contact to receive ALL communications: _____ (phone) _____

Address _____ City/Town _____ Zip code _____

Email Address: _____

List any variances granted by ZBA: _____

Map # _____ Lot # _____ Zoning District(s): _____

Aquifer Protection District: YES* / NO (Refer to Section 2.5.4 of the Hampton Zoning Regulations)

*If "YES" are you also applying for a Conditional Use Permit as required per Section 2.5.4.F? _____

***Please provide a written findings of fact for the requirements listed in Section 2.5.4.F on a separate page.**

List any waivers being requested **AND** include a separate written request **OR** list. N/A if not applicable: _____

Area (square feet) of entire lot(s): _____

Portion proposed for development: _____

SITE PLAN REVIEW:

Type of project proposed: _____

Description of proposal (please specify) _____

Is public sewer service available? _____ Is public water service available? _____

For non-residential proposals list the square feet of the floor area: _____

For multi-family, how many units are proposed? _____ How many buildings? _____

SUBDIVISION:

TOTAL number of lots in proposed subdivision: _____

Is public sewer service available: Yes _____ No _____

Is public water service available: Yes _____ No _____

Is a new roadway proposed? Yes _____ No _____

(If yes, submit Request for Naming of Street form to Board of Selectmen)

NOTICE: I certify that this application and the accompanying plans and supporting information have been prepared in conformance with the Hampton Site Plan and Subdivision Regulations, Zoning Ordinance, and all other applicable regulations. Furthermore, in accordance with RSA 676:4, I agree to pay all costs associated with the review of this application.

Signature of applicant or agent (*if agent, provide letter of authorization*) Date

Complete the form by filling in the requested information and multiplying by the amount listed for each item. If an item does not pertain to your application, leave blank. Please refer to the current Fee Schedule (Appendix B of Site Plan and Subdivision Regulations) for complete fee information and applicability.

Call (929-5913) or visit the Planning Office if you need assistance.

SECTION 1 – NOTIFICATION FEES		
Legal Notice Fee	\$50.00	\$
# Abutters & easement holders	_____ x \$10.00 =	\$
# Owners & applicants	_____ x \$10.00 =	\$
# Professionals with stamp on plans or application	_____ x \$10.00 =	\$
TOTAL SECTION 1 =		\$

SECTION 2 – SITE PLAN FEES		
Site Plan Application Base Fee	Enter \$200 =	\$
Additional Fee for Non-residential (Maximum \$5,000)	square feet of floor area _____ /1000 s.f. x \$100 =	\$
Additional Fee for Multi-family (Maximum \$5,000)	# new units _____ x \$200 =	\$
Amended Site Plan (No additional dwelling units or square foot floor area)	Enter \$200 =	\$
Optional Preliminary Conceptual Consultation	No Charge	
Optional Design Review	No Charge	
Plan Review (PRC) Process Fee	Enter \$100	\$
TOTAL SECTION 2 =		\$

SECTION 3– SUBDIVISION FEES		
Lot Line Adjustment	Enter \$200 =	\$
Condominium Conversion	\$100 Base Fee, plus # units x \$100 =	\$
Other Subdivisions	Base Fee of \$100 if no new road or \$300 if new road, plus \$100 per lot =	\$
Optional Preliminary Conceptual Consultation	No Charge	
Optional Design Review	No Charge	
Plan Review (PRC) Process Fee	Enter \$100	\$
TOTAL SECTION 3 =		\$

SECTION 4 –OTHER FEES		
Wetlands Permit	Enter \$100 =	\$
School Impact Fee Waiver Request	Enter \$100 =	
Parking Lot Review	Enter \$50 =	\$
Use Change Application	Enter \$50 =	\$

Driveway Permit Appeal Abutter Fee \$10.00 per Abutter		
TOTAL SECTION 4 =		\$
ADD TOTALS FROM SECTIONS 1 – 4		\$

2015 PLANNING BOARD SCHEDULE

2015 DEADLINE DATES FOR SUBMITTING APPLICATION	
DEADLINES	2015 MEETING DATES
December 3, 2014	January 7, 2015
January 14, 2015	January 21, 2015
January 7, 2015	February 4, 2015
February 12, 2015	February 18, 2015
February 4, 2015	March 4, 2015
March 12, 2015	March 18, 2015
March 4, 2015	April 1, 2015
April 9, 2015	April 15, 2015
April 8, 2015	May 6, 2015
May 14, 2015	May 20, 2015
May 6, 2015	June 3, 2015
June 11, 2015	June 17, 2015
June 3, 2015	July 1, 2015
July 9, 2015	July 15, 2015
July 8, 2015	August 5, 2015
August 12, 2015	August 19, 2015
August 5, 2015	September 2, 2015
September 9, 2015	September 16, 2015
September 2, 2015	October 7, 2015
October 14, 2015	October 21, 2015
October 7, 2015	November 4, 2015
November 11, 2015	November 18, 2015
November 4, 2015	December 2, 2015
December 9, 2015	December 16, 2015
December 9, 2015	January 6, 2016

2015 DEADLINE DATES FOR SUBMITTING APPLICATIONS

- *Applications that require a **PUBLIC HEARING** and **PUBLIC NOTICE**: Special Permits, Subdivision, Lot line adjustment, Condominium Conversions, Site Plan Review, Design Review, or **PUBLIC NOTICE**: Conditional Use Permit.*

*The Board will hear the application on the **FIRST WEDNESDAY** of each month. The **DEADLINE** for submitting the application is **12:00 PM at least 19 BUSINESS DAYS (excluding Holidays)** prior to the meeting date.*

- **ATTENDING TO BE HEARD or OTHER BUSINESS: Use Change application, Parking Lot applications, Preliminary Consultation, or any item of business that does NOT require a Public Hearing or Public Notification, the Board will attempt to hear these at any of their regularly scheduled meetings. DEADLINE for submittal of information or application is 12:00 PM 7 DAYS prior to the meeting.**
- Application Forms are available on-line at *hamptonnh.gov* under *Departments/Planning/Downloads* or call the Planning Office @ (603) 929-5913 for assistance.

TOWN OF HAMPTON – PLANNING BOARD

Submittal Checklist

The following items are required for submittal of a Planning Board Application for Site Plan Review, Subdivision, Lot Line Adjustment, or Condominium Conversion. If the items are not submitted, your application may not be scheduled for Public Hearing. NOTE: Completion of this list does not constitute a complete plan or acceptance by the Planning Board.

Eight (8) copies of the COMPLETED application form, using the most current form available. You must submit a separate form for each application.	<input type="checkbox"/>	
Eight (8) copies of completed plans, stamped and signed, conforming to all applicable regulations.	<input type="checkbox"/>	
Eight (8) copies of floor plans and architectural renderings.	<input type="checkbox"/>	
Three (3) copies of a traffic study, if applicable.	<input type="checkbox"/>	N/A
Three (3) copies of a stormwater study, and plans.	<input type="checkbox"/>	
Separate page of addresses for the following:	<input type="checkbox"/>	
• Abutters (as defined in RSA 672:3);	<input type="checkbox"/>	
• Applicant(s);	<input type="checkbox"/>	
• Owner(s);	<input type="checkbox"/>	
• Holders of conservation, preservation and/or agricultural preservation restrictions;	<input type="checkbox"/>	N/A
• Every engineer, architect, land surveyor or soils scientist whose professional seal appears on the plan.	<input type="checkbox"/>	
Application and abutter fees (refer to fee schedule).	<input type="checkbox"/>	
Letter of authorization if applicant is not owner or is represented by an agent.	<input type="checkbox"/>	N/A
Copies of ZBA decisions.	<input type="checkbox"/>	N/A
A copy of any other permits (applications) as they apply to the proposed project.	<input type="checkbox"/>	N/A
Waiver requests in writing.	<input type="checkbox"/>	N/A
OTHER:		

